

CONSTRUCTION MANAGEMENT PLAN TEMPLATE

March 2020

Hertfordshire County Council

Revisions & additional material

Please list all iterations here:

Date	Version	Produced by
04.11.2024	A	CH
06.12.2024	B	CH

Additional sheets

Please note – the review process will be quicker if these are submitted as Word documents or searchable PDFs.

Date	Version	Name
Nov 2024	-	Appendix A - 1877-22-02-001 Location Plan
Nov 2024	-	Appendix B - Build Program - Barkway
Nov 2024	-	Appendix C - Temporary Site Access Route
Nov 2024	A	Appendix D - 28550 - CR - 400 A - S278 Works - Construction Access Layout
Nov 2024	-	Appendix E - 1877-22-02-002_Planning Layout
Nov 2024	B	Appendix F - 1877-22-02-010B Build Rout Plan
Nov 2024	A	Appendix G - 1877-22-02-01A Compound Plan
Nov 2024	A	Appendix G - 1877-22-02-012A Temporary Compound Plan

Introduction

The purpose of the **Construction Management Plan (CMP)** is to help developers to minimise construction impacts and relates to all construction activity both on and off site that impacts on the wider environment.

It is intended to be a live document whereby different stages will be completed and submitted for application as the development progresses.

The completed and signed CMP must address the way in which any impacts associated with the proposed works, and any cumulative impacts of other nearby construction sites will be mitigated and managed. The level of detail required in a CMP will depend on the scale and nature of development.

This CMP follows the best practice guidelines as described in the Construction Logistics and Community Safety (**CLOCS**) Standard.

The approved contents of this CMP must be complied with unless otherwise agreed with the Highway Authority (HA) in writing. The project manager shall work with the HA to review this CMP if problems arise during construction. Any future revised plan must also be approved by the Local Planning Authority (LPA) and the Highway Authority (HA) and complied with thereafter.

It should be noted that any agreed CMP does not prejudice or override the need to obtain any separate consents or approvals such as road closures or hoarding licences.

Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. It is preferable if this document, and all additional documents, are completed electronically and submitted as Word files to allow comments to be easily documented. These should be clearly referenced/linked to from the CMP. Please only provide the information requested that is relevant to a particular section.

(Note the term 'vehicles' used in this document refers to all vehicles associated with the implementation of the development, e.g. demolition, site clearance, delivery of plant & materials, construction etc.)

Revisions to this document may take place periodically.

Contact

1. Please provide the full postal address of the site and the planning reference relating to the construction works.

Address: 6 Waterside Way, The Lakes, NN4 7XD
Planning reference number to which the CMP applies: 18/01502/OP

2. Please provide contact details for the person responsible for submitting the CMP.

[Redacted contact details]

3. Please provide full contact details of the site project manager responsible for day-to-day management of the works and dealing with any complaints from local residents and businesses.

[Redacted contact details]

4. Please provide full contact details of the person responsible for community liaison and dealing with any complaints from local residents and businesses if different from question 3.

[Redacted contact details]

5. Please provide full contact details including the address where the main contractor accepts receipt of legal documents for the person responsible for the implementation of the CMP.

[Redacted contact details]

Site

6. Please provide a site location plan and a brief description of the site, surrounding area and development proposals for which the CMP applies.

The site itself is partly arable field to the western portion and rough pasture to the eastern portion, with generally dense hedging to its boundaries. The northern boundary is mature hedging with a small copse to the eastern end. Public footpaths run through the centre of the site, north/south and across the north of the site. To the west is the unclassified Royston Road, again separated by a high mature hedge. To the northwest corner is a small group of houses. The eastern boundary is formed along the B1368 Cambridge Road, which has a wide verge before a mature hedge and tree line along the site edge.

The site location plan is shown in appendix A

7. Please provide a very brief description of the construction works including the size and nature of the development and details of the main issues and challenges (e.g. narrow streets, close proximity to residential dwellings etc).

The project is a residential project of 140 units. The main issues and challenges are the diversion of the public bridleway that currently runs through the middle of the site in addition to the retention of the existing landscaping features such as the boundary hedgerows. As well as this, the other challenges include the fact that there is only 1 existing access onto site and the stud park that is situated to the North of the existing development which needs consideration when dealing with various aspects of the project such as material storage and dust and noise control.

8. Please provide the proposed start and end dates for each phase of construction as well as an overall programme timescale. (A Gantt chart with key tasks, durations and milestones would be ideal).

The start date is subject to reserved matters planning permission however the proposed start and end dates in addition to a more detailed breakdown of key tasks, durations and milestones are shown on the build program in appendix B. This is an indicative plan and as mentioned previously is based upon our current predictions for reserved matters planning permission.

9. Please confirm the standard working hours for the site

Machinery is permitted to operate between 08:00hrs to 17:30hrs Monday to Friday and 08:00hrs to 13:00hrs on Saturdays. No construction to be carried out on Sundays and public holidays. Deliveries and muck away will be permitted between 09:30 to 15:00 Monday to Friday only, to avoid peak travel times and school pick up / drop off.

Cumulative impact

Sites located within high concentrations of construction activity that will attract large numbers of vehicle movements and/or generate significant sustained noise levels should consider establishing contact with other sites in the vicinity in order to manage these impacts.

The Highway Authority can advise on this if necessary.

10. Consultation

The Highway Authority expects meaningful consultation. For large sites, this may mean two or more meetings with local residents **prior to submission of the first draft CMP**.

Evidence of who was consulted, how the consultation was conducted, and a summary of the comments received in response to the consultation should be included. Details of meetings

including minutes, lists of attendees etc. should be appended.

In response to the comments received, the CMP should then be amended where appropriate and, where not appropriate, a reason given. The revised CMP should also include a list of all the comments received. Developers are advised to check proposed approaches to consultation with the Highway Authority before carrying them out. If your site is on the boundary between districts then we would recommend contacting the relevant neighbouring planning authority. Please provide details of consultation of draft CMP with local residents, businesses, local groups (e.g. residents/tenants and business associations) and Councillors.

During the consultation process meetings have been had with both the local Parish in addition to a meeting on 24th September with the owner of Newsells Stud Park to discuss the development proposals for both onsite and access and egress of site, as well as the mitigation methods involved and that are being discussed in link to the stud park. There have been multiple mitigation measures that have been decided upon and these are that there will be a 15m 'standoff zone' that should be kept clear of material / soil storage. The mitigation zone drawing is shown in appendix F. As mentioned previously the layout is subject to Reserved Matters approval, however the build route and mitigation zones will remain.

Prior to commencement of construction of the properties, or associated works, along the northern boundary the site team will be responsible for making contact with the adjacent property, providing a notice period in which the stud farm can relocate livestock as deemed appropriate. Site lighting will be positioned and directed to minimise impact on the adjacent land / properties.

All hedgerows and trees to be retained within the proposed development shall be protected during construction in line with standard arboriculturist best practice (BS5837:2012) or as otherwise directed by a suitably competent arboriculturist. This will involve the use of protective fencing to safeguard the root protection areas of retained trees / hedgerows. Compressors brought onto the site will be silenced or sound reduced models fitted with acoustic enclosures and all pneumatic tools will be fitted with silencers of mufflers.

The excavation / site clearance will, wherever possible be undertaken without pneumatic breakers; hydraulic attachments will be used in preference to breakers. Where the use of impact hammers is necessary, their attachment to larger and heavier excavators can often reduce the level of vibration. Water suppression or dust extraction technology is to be fitted to drilling and grinding equipment. During dry conditions, debris piles will be kept watered as necessary so that no dust nuisance may be caused.

11. Schemes

Please provide details of your Considerate Constructors Scheme (CCS) registration. Please note that Highway Authority requires enhanced CCS registration that includes CLOCS monitoring. Please provide a CCS registration number that is specific to the above site.

We have a commitment to the scheme with our sites and this would be applied for when we get initial access and start on site.

12. Neighbouring sites

Please provide a plan of existing or anticipated construction sites in the local area and please state how your CMP takes into consideration and mitigates the cumulative impacts of construction in the vicinity of the site. The Highway Authority can advise on this if necessary.

N/A

Transport

This section must be completed in conjunction with your principal contractor. If one is not yet assigned, please leave the relevant sections blank until such time when one has been appointed.

The Hertfordshire Highway Authority is a CLOCS Champion, and is committed to maximising road safety for Vulnerable Road Users (VRUs) as well as minimising negative environmental impacts created by motorised road traffic. As such, all vehicles and their drivers servicing construction sites within the borough are bound by the conditions laid out in the CLOCS Standard.

This section requires details of the way in which you intend to manage traffic servicing your site, including your road safety obligations with regard to VRU safety. It is your responsibility to ensure that your principal contractor is fully compliant with the terms laid out in the CLOCS Standard. It is your principal contractor's responsibility to ensure that all contractors and sub-contractors attending site are compliant with the terms laid out in the CLOCS Standard.

Checks of the proposed measures will be carried out by CCS monitors as part of your enhanced CCS site registration, and possibly highway officers, to ensure compliance. Please refer to the CLOCS Standard when completing this section.

CLOCS Contractual Considerations

13. Name of Principal contractor:

Redrow Homes South Midlands

14. Please submit the proposed method for checking operational, vehicle and driver compliance with the CLOCS Standard throughout the duration of the contract

15. Please confirm that you as the client/developer and your principal contractor have read and understood the CLOCS Standard and included it in your contracts.

I confirm that I have included the requirement to abide by the CLOCS Standard in my contracts to my contractors and suppliers:

Site Traffic

Sections below shown in blue directly reference the CLOCS Standard requirements. The CLOCS Standard should be read in conjunction with this section.

16. Traffic routing: *"Clients shall ensure that a suitable, risk assessed vehicle route to the site is specified and that the route is communicated to all contractors and drivers. Clients shall make contractors and any other service suppliers aware that they are to use these routes at all times unless unavoidable diversions occur."* (P19, 3.4.5)

Routes should be carefully considered, and risk assessed, taking into account the need to avoid where possible any major cycle routes and trip generators such as schools, offices, stations, public buildings, museums etc.

Consideration should also be given to weight restrictions, low bridges and cumulative impacts of construction (including neighbouring construction sites) on the public highway network. The route(s) to and from the site should be suitable for the size of vehicles that are to be used.

Please show vehicle approach and departure routes between the site and the Hertfordshire's Road Network. Please note that routes may differ for articulated and rigid HGVs. Routes should be shown clearly on a map, with approach and departure routes clearly marked. If this is attached, use the following space to reference its location in the appendices.

Site traffic will utilise a temporary construction access off Cambridge Road in the same location as the approved full access. Construction traffic will enter Barkway from the A10 onto The Joint, before turning onto Royston Road and heading along the southern boundary of site before turning onto Cambridge Road to reach the access. This is shown on appendix C. This removes the need for construction traffic to go through Barkway High Street where the greatest amount of traffic and parked vehicles are present. It also removes the need to travel through neighbouring villages such as Barley.

The infrastructure will be initially installed on site for a period of up to 16 weeks. The works will include construction of the bell mouth access and Sales Area consisting of 3 units and associated parking area. Following on from this the site access on Cambridge Road will be limited to sales only and the construction access will run from the side of Royston Road. The construction traffic will follow the same initial route as it has to the initial access however will turn off into site on Royston Road rather than continuing on around the south of the site.

The access will be paved with bound material from the access point up to the site compound to prevent mud and debris making its way to the public highway with details on vis splays, swept paths and material selection etc. to be agreed via the S278. All hedge trimming/removal required for the appropriate visibility splays will be carried out prior to the access becoming operational for safe access/egress from the site.

b. Please confirm how contractors and delivery companies will be made aware of the route (to and from the site) and of any on-site restrictions, prior to undertaking journeys.

Contractors and delivery workers will be made aware of the route to and from site prior to undertaking any journeys following a groundworks pre-start meeting that us Redrow, and our chosen groundworker will have face to face. This meeting will outline all site start activities and processes and will cover the route for the groundworkers and any site sub-contractors for material deliveries etc. The groundworks contractor will make all delivery companies aware of the route to and from site as well as any other information regarding delivery times prior to them attending site.

A copy of the CTMP will be kept on site at all times for site worker to see and read in order to keep everything as it should be.

17. Control of site traffic, particularly at peak hours: *"Clients shall consider other options to plan and control vehicles and reduce peak hour deliveries"* (P20, 3.4.6)

Construction vehicle movements should be restricted to the hours of 9.30am to 4.30pm on weekdays and between 8.00am and 1.00pm on Saturdays. If there is a school in the vicinity of the site or on the proposed access and/or egress routes, then deliveries must be restricted to the hours of 9.30am and 3pm on weekdays during term time.

Vehicles may be permitted to arrive at site at 8.00am if they can be accommodated on site. Where this is the case, they must then wait with their engines switched off.

A delivery plan should ensure that deliveries arrive at the correct part of site at the correct time. Instructions explaining such a plan should be sent to all suppliers and contractors.

Please provide details of the types of vehicles required to service the site and the approximate number of deliveries per day for each vehicle type during the various phases of the project.

For Example:

32t Tipper: 10 deliveries/day during first 4 weeks

Skip loader: 2 deliveries/week during first 10 weeks

Artic: plant and tower crane delivery at start of project, 1 delivery/day during main construction phase project

18t flatbed: 2 deliveries/week for duration of project

3.5t van: 2 deliveries/day for duration of project

On site several different large construction vehicles will be used, these consist of:

- Dumper truck
- Tracked digger
- Forklift
- Cement mixer
- Mobile crane
- Tipper lorry

Initial deliveries for the first 16 weeks of the build programme whilst the temporary access from Cambridge Road will be used are as follows.

Deliveries Per Day

	Weeks 1-4	Weeks 5-8	Weeks 9-12	Weeks 13-16
Infrastructure	10	10	5	5

Once the first 16 weeks have passed the access will then move to Royston Road and the initial access created on Cambridge Road will be used for sales access only.

The temporary compound plan and the compound plan are both shown in appendix G.

b. Cumulative effects of construction traffic servicing multiple sites should be minimised where possible. Please provide details of other developments in the local area or on the route that might require deliveries coordination between two or more sites. This is particularly relevant for sites in very constrained locations.

There are no other developments in the local area that require deliveries and therefore coordination of deliveries between sites.

c. Please provide swept path analyses for constrained manoeuvres along the proposed route.

The proposed route benefits from good levels of forward visibility as the initial road 'The Joint' which is accessed directly off of the A10 is a fairly straight road for the majority and is open with little amounts of hedgerow and trees that cause any form of lack of visibility. Once traffic has entered Barkway the initial bend is one that is large and open and features on a bus route and therefore offers suitable visibility to larger vehicles. The junction from Royston Road to Cambridge Road once again follows the bus route and therefore suitable forward visibility is achieved.

d. Consideration should be given to the location of any necessary holding areas/waiting points for sites that can only accommodate one vehicle at a time/sites that are expected to receive large numbers of deliveries. Vehicles must not queue or circulate on the public highway. Whilst deliveries should be given set times to arrive, dwell and depart, no undue time pressures should be placed upon the driver at any time.

Please identify the locations of any off-site holding areas or waiting points. This can be a section of single yellow line that will allow the vehicle to wait to phone the site to check that the delivery can be accommodated.

No off-site holding areas or waiting points will be used, however deliveries will be staggered.

e. Delivery numbers should be minimised where possible. Please investigate the use of construction material consolidation centres, and/or delivery by water/rail if appropriate.

N/A

f. Emissions from engine idling should be minimised where possible. Please provide details of measures that will be taken to reduce delivery vehicle engine idling, both on and off site (this does not apply to concrete mixers).

Deliveries will be made in an efficient manner to reduce the potential for engine idling. Deliveries will be made and signed off before the driver returns to the vehicle to exit site.

18. Site access and egress: *"Clients shall ensure that access to and egress from the site is appropriately managed, clearly marked, understood and clear of obstacles."* (P18, 3.4.3)
Vehicles entering and leaving the site should be carefully managed, using gates that are clearly marked and free from obstacles. Traffic marshals must ensure the safe passage of all traffic on the public highway, in particular pedestrians and cyclists, when vehicles are entering and leaving site, particularly if reversing.
Traffic marshals, or site staff acting as traffic marshals, should hold the relevant qualifications required for directing large vehicles when reversing. Marshals should be equipped with 'STOP – WORKS' signs (not STOP/GO signs) if control of traffic on the public highway is required. Marshals should have radio contact with one another where necessary.

a. Please detail the proposed site access and egress points on a map or diagram. If this is attached, use the following space to reference its location in the appendices.

The location for the temporary construction access and egress point on Cambridge Road that will be used for the first 16 weeks of the build programme is showcased on appendix D.

Following on from this point, the approved Royston Road access will be used as a permanent construction access.

b. Please describe how the access and egress arrangements for construction vehicles in and out of the site will be managed, including the number and location of traffic marshals where

applicable. If this is shown in an attached drawing, use the following space to reference its location in the appendices.

Site access and egress for the temporary construction access has been designed to accommodate for 2 articulated lorries to pass each other, but if additional traffic management is required all permanent site staff have banksman training. This is shown in appendix D.

As for the permanent site access on Royston Road this will be introduced following the 16 week initial build phase on the side of Cambridge Road. For this access it will require the need for a banksman during the arrival and leaving of deliveries as the access is not designed for a construction vehicle to enter site whilst another leaves.

c. Please provide swept path drawings for vehicles accessing/egressing the site if necessary. If these are attached, use the following space to reference their location in the appendices.

The swept path analysis for the temporary construction access is shown on appendix D.

d. Provision of wheel washing facilities should be considered if necessary. If so, please provide details of how this will be managed, and any run-off controlled. Please note that wheel washing should only be used where strictly necessary, and that a clean, stable surface for loading should be used where possible.

Wheel wash facilities will be provided on site and regular road sweeping will be undertaken, with additional road sweeping to be undertaken in the event of inclement weather.

19. Vehicle loading and unloading: *"Clients shall ensure that vehicles are loaded and unloaded on-site as far as is practicable."* (P19, 3.4.4)

This section is only relevant if loading/unloading is due to take place off-site on the public highway. If loading is taking place on site, please skip this section.

a. please provide details of the parking and loading arrangements for construction vehicles with regard to servicing and deliveries associated with the site (e.g. delivery of materials and plant, removal of excavated material). This is required as a scaled site plan, showing all points of access and where materials, skips and plant will be stored, and how vehicles will access and egress the site. If this is attached, use the following space to reference its location in the appendices.

The parking and loading arrangements on site for deliveries will take place in the compound area. This is shown on appendix F, and G for a detailed drawing of the compound that serves the duration of the build phase.

b. Where necessary, Traffic Marshalls must ensure the safe passage of pedestrians, cyclists and motor traffic in the street when vehicles are being loaded or unloaded. Please provide detail of the way in which marshals will assist with this process, if this differs from detail provided in Q18

b.

N/A

Street Works

Full justification must be provided for proposed use of the public highway to facilitate works. The Hertfordshire's Highway Authority expects all options to minimise the impact on the public highway to have been fully considered prior to the submission of any proposal to occupy the highway for vehicle pit lanes, materials unloading/crane pick points, site welfare etc.

Please note that Temporary Traffic Orders (TTOs) and hoarding/scaffolding licenses may be applied for prior to CMP submission but won't be granted until the CMP is signed-off.

Please note that there is a two-week period required for the statutory consultation process to take place as part of a TTO.

20. Site set-up

Please provide a scaled plan detailing the local highway network layout in the vicinity of the site. This should include details of on-street parking bay locations, cycle lanes, footway extents, relevant street furniture, and proposed site access locations. If these are attached, use the following space to reference their location in the appendices.

The scaled plan of the site layout in addition to the local OS date of the roads in the vicinity of the site is shown in appendix E. This includes all onsite parking bay locations, footway extents etc. As previously mentioned, the layout is subject to Reserved Matters approval, however the access points and footpath links will be fixed.

21. Parking bay suspensions and temporary traffic orders

Parking bay suspensions should only be requested where absolutely necessary and these are permitted for a maximum of 6 months only. For exclusive access longer than 6 months, you will be required to obtain a Temporary Traffic Order (TTO) for which there is a separate cost.

Please provide details of any proposed parking bay suspensions and/or TTO's which would be required to facilitate the construction - include details of the expected duration in months/weeks. Building materials and equipment must not cause obstructions on the highway as per your CCS obligations unless the requisite permissions are secured.

Information regarding parking suspensions can be found [here](#).

Building materials and equipment will be kept and stored on site and therefore won't be at an obstruction to the highway. No TTO will be required for the forming of the access onto site.

22. Occupation of the public highway

Please note that use of the public highway for storage, site accommodation or welfare facilities is at the discretion of the Highway Authority and is generally not permitted. If you propose such use you must supply full justification, setting out why it is impossible to allocate space on-

site. We prefer not to close footways but if this is unavoidable, you should submit a scaled plan of the proposed diversion route showing key dimensions.

a. Please provide justification of proposed occupation of the public highway.

This is not applicable for our development as all the above mentioned in the statement will be kept on site.

b. Please provide accurate scaled drawings of any highway works necessary to enable construction to take place (e.g. construction of temporary vehicular accesses, removal of street furniture etc). If these are attached, use the following space to reference their location in the appendices.

Scaled drawings for the temporary construction vehicular access that will serve the site initially, coming in off Cambridge Road are shown in appendix D.

23. Motor vehicle and/or cyclist diversions

Where applicable, please supply details of any diversion, disruption or other anticipated use of the public highway during the construction period. Please show locations of diversion signs on drawings or diagrams. If these are attached, use the following space to reference their location in the appendices.

There will be no disruption to the current existing public highway for motorists or cyclists.

24. Scaffolding, hoarding, and associated pedestrian diversions

Pedestrians safety must be maintained if diversions are put in place. Vulnerable footway users should also be considered. These include wheelchair users, the elderly, those with walking difficulties, young children, those with prams, the blind and partially sighted. Appropriate ramps must be used if cables, hoses, etc. are run across the footway.

Any work above ground floor level may require a covered walkway adjacent to the site. A licence must be obtained for scaffolding and gantries. The adjoining public highway must be kept clean and free from obstructions, and hoarding should not restrict access to adjoining properties, including fire escape routes. Lighting and signage should be used on temporary structures/skips/hoardings etc.

A secure hoarding will generally be required at the site boundary with a lockable access.

a. Where applicable, please provide details of any hoarding and/or scaffolding that intrudes onto the public highway, describing how pedestrian safety will be maintained through the diversion, including any proposed alternative routes. Please provide detailed, scale drawings that show hoarding lines, gantries, crane locations, scaffolding, pedestrian routes, parking bay suspensions, remaining road width for vehicle movements, temporary vehicular accesses, ramps, barriers, signage, lighting etc. If these are attached, use the following space to reference their location in the appendices.

There will be none of the listed items outside of the site itself and therefore they won't be impacting pedestrians, motorists or cyclists.

b. Please provide details of any other temporary structures which would overhang/oversail the public highway (e.g. scaffolding, gantries, cranes etc.) If these are attached, use the following space to reference their location in the appendices.

There are no temporary structures that will be overhanging/oversailing the public highway.

25. Services

Please indicate if any changes to services are proposed to be carried out that would be linked to the site during the works (i.e. connections to public utilities and/or statutory undertakers' plant). Larger developments may require new utility services. If so, a strategy and programme for coordinating the connection of services will be required. If new utility services are required, please confirm which utility companies have been contacted (e.g. Thames Water, National Grid, EDF Energy, BT etc.) You must explore options for the utility companies to share the same excavations and traffic management proposals. Please supply details of your discussions.

Diversions of some of the existing utilities on both Cambridge Road and Royston Road will be required for the site accesses to be formed in their completion. These are Virgin Media, Neos and Openreach for Cambridge Road and UKPN LV overhead network, Openreach and Cadent Gas.

In addition to diverting existing services new connections will be required for onsite multi utility services. The strategy and coordination of connecting these services and making them live will be decided in the future once contractors and works are agreed.

Agreement

The agreed contents of this Construction Management Plan must be complied with unless otherwise agreed in writing by the Highway Authority. This may require the CMP to be revised by the Developer and reapproved by the HA. The project manager shall work with the HA to review this Construction Management Plan if problems arise in relation to the construction of the development. Any future revised plan must be approved by the HA and the LPA in writing and complied with thereafter.

It should be noted that any agreed Construction Management Plan does not prejudice further agreements that may be required such as road closures or hoarding licences.

Signed:

Date:

Print Name:

Position:

End of form.